



## **KENTUCKY READING FIRST**

**November 2004**

### **UPDATE (5)**

We recently created a mailbox where Reading First questions can be collected from the field. We are most hopeful that you use this web address for questions that are general in nature, not specific to your school's plan. For example, one question that could be submitted is "If a new student enrolls in our school between assessment windows, which DIBELS assessment (benchmark or progress monitoring) do we give?" You can find the address on the global at KDE Reading First or you can email [kderf@kde.state.ky.us](mailto:kderf@kde.state.ky.us) <<mailto:kderf@kde.state.ky.us>>. The KDE Reading First staff will be checking this mailbox daily and provide responses weekly to Reading First Districts and Schools.

Due to the winter holidays in December, there will not be a December Update. The next Update will be in January 2005. The KDE Reading First Staff would like to wish all of you a Happy Thanksgiving, Happy Holidays, and a Happy New Year!

### **I. PROFESSIONAL DEVELOPMENT**

#### **District & School Coach Monthly Meetings**

The November Coaches' Monthly meeting focused on the three-tier model for reading instruction. This model identifies the levels of instruction for the core, supplemental, and intervention.

We have heard positive comments about these meetings and believe this opportunity for professional development will enhance your knowledge base and understanding of key reading concepts related to the implementation of Reading First in your schools.

The December State/District/School Coach Regional Meeting has been cancelled. Monthly meetings will resume in January, 2005.

#### **Reminder:**

The Council of Exceptional Children Conference is scheduled for this week - November 21-23<sup>rd</sup>. The conference is being held in Louisville at the Galt House. Several sessions related to Reading First will be presented at this conference. We encourage you to take advantage of this professional development opportunity.

#### **Professional Development Vitas**

Please remember to get professional vitas for anyone who provides professional development for your district/school related to Reading First. You should place these on file so that you have a record and could provide evidence of those individuals who have delivered professional development for your RF program. If you have not requested this information from your vendor providers, please do so as soon as possible.

### Core Program Professional Development

Last Friday, KDE hosted a technical assistance/professional development session for districts and schools implementing Harcourt, as a core program. The feedback from this session indicates that those who attended believed this was a worthwhile experience and added to their understanding of their program implementation. This opportunity was also used to ask questions of the program representatives to get common answers for all to hear.

KDE has set up another date for Houghton Mifflin program representatives to do a similar technical assistance/professional development. The intent is to provide this session for our State, District, and School Coaches. There is limited space, so if you would like to send one teacher representative in place of the District Coach, you may do so. Please notify Mr. Kiley Whitaker at [kwhitake@kde.state.ky.us](mailto:kwhitake@kde.state.ky.us) <<mailto:kwhitake@kde.state.ky.us>> if you plan to attend the Houghton Mifflin session. The session is scheduled for December 6<sup>th</sup> - Houghton Mifflin Representative(s), at the Capital Plaza Tower in Frankfort in the First Floor Conference Room at 1:00 p.m. (EST) **This session is only open to those Reading First Sites implementing Houghton Mifflin.**

## **II. STATE TECHNICAL ASSISTANCE/MONITORING**

### KDE Reading First Monitoring Tool

The KDE Reading First Staff is working on a monitoring tool to be used as a part of the state-level monitoring system. This tool will be used in determining successful implementation and continuation of funding for Reading First sites. Once the monitoring tool is completed, we will be requesting feedback from a few Reading First districts before submitting for State Board approval. We will keep you posted about the various aspects of this work.

### 2004 Summer Institute CD

The 2004 Summer Institute CD will be completed before the end of the month. This tool is intended to be used with new teachers, teachers who were unable to attend the 2004 Summer Reading First Institute, and/or teachers in need of additional assistance. This tool will be sent to each Reading First district and school during the second or third week of December.

## **III. READING FIRST BUDGET SUPPORT**

Reminder:

2004-2005 Second Quarter Expenditure Report is due January 25, 2005.

We caution you in making decisions to attend field trips unrelated to specific goals outlined in your Reading First grants. If you are in doubt, consider funding these kinds of activities through another funding source or submit questions to Thelma Hawkins at [thawkins@kde.state.ky.us](mailto:thawkins@kde.state.ky.us) <<mailto:thawkins@kde.state.ky.us>> .

## **IV. ASSESSMENTS**

The Kentucky Department of Education recommends that districts and schools use multiple sources of data in determining where School Reading/Literacy teams should place students for supplemental and intervention instruction. Please be advised that it is not appropriate for a school to use only one source of data in determining student placement for appropriate instruction. Students in need of intervention need to be a finite group of students, who really need intervention services; not students who are just in need of high-quality instruction.

The next testing window begins today, November 22<sup>nd</sup>. The window has been extended to end **December 10<sup>th</sup>**. This extension was in response to requests from several districts. We hope this extension makes this process go smoother for your schools.

## **GRADE**

You should have received your preprinted GRADE student booklets on November 18<sup>th</sup>. In response to the various concerns expressed as a result of the issues we faced during the last testing window, KDE and AGS have agreed to continue preprinting, but request that teacher/examiner name section on the “Group Identification Form” be bubbled in. All other fields will be preprinted.

Disaggregated information for all students will not need to be coded, unless the student(s) are new to the school for this testing window. Kindergarten student information labels or demographic labels will not have to be created, unless you have new P1(K) students who were not a part of the last testing cycle. AGS has stated that this information is now in their database.

AGS has agreed to have a one-month turn around for scoring student booklets. Because we extended the administration/testing date (December 10) - scoring will begin immediately. You can expect to receive your student data/reports no later than January 12<sup>th</sup>, 2005. If your booklets do not arrive at AGS on or before December 10<sup>th</sup>, you risk a delay in receiving your reports. Your assigned State Coach will be working with you so that we meet this deadline to ensure a more timely turn around for student data. Please set this as a priority to send your student booklets on or before December 10<sup>th</sup>.

## **V. STATE EVALUATION**

The Collaborative Center for Literacy Development will be completing their annual Reading First evaluation report before the end of the month. This report will include valuable information for everyone involved in implementing state, district, and school level Reading First grants. We encourage you to visit the KDE Reading First website to download this report (once it becomes available).

The Evaluation team has created a power point presentation (abbreviated version) of an overview of the annual Reading First report. This, too, will be posted to the KDE Reading First website before the end of the month.

## **VI. SCHOOL COACHES**

Recently, there have been some questions submitted about the use of the School Coaches' time. KDE would like to reiterate that this first year of implementation requires for the School Coach to attend professional development to assist them in their key role in Reading First buildings. We do not anticipate that the School Coach will be out of the building as frequently in subsequent years. However, it is required that they attend KDE Reading First professional development to support school level program implementation.

With that stated, when School Coaches are in the building, the expectation is that they use their morning hours to be in classrooms observing Reading First instruction. Classroom observations serve as the primary means in determining if the grant is being implemented as approved.